

OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
February 7, 2022

Commissioners Present: Steve Enslow, Ted Ludvigsen, Ken Johnson, Mike Scheiner, Phil Singleton, Brandon Smith, and Jeremiah Schofield (Council Representative)

Town Staff: Town Manager Joe Cosentini, Development Coordinator Jana Antrobus, Town Planner Kevin Rubenstein, Town Attorney Elissa Levan, and County Planning Liaison Clare Stewart

Applicants: Roger Conley (Warfield), Steve McCleaf (Warfield), Sean Davis (Morris Richie & Associates – Warfield), David Bowersox (Hoffman, Comfort, Offutt, Scott & Halstad, LLP – Warfield)

Call to Order

Steve Enslow, Chairman called the meeting to order at 7:00 PM.

Approval of the Minutes

A motion was made by Commissioner Singleton and seconded by Commissioner Johnson to approve the September 7, 2021 Planning Commission meeting minutes. Commissioner Smith abstained; all others voted in favor.

A motion was made by Commissioner Singleton and seconded by Commissioner Ludvigsen to approve the December 6, 2022 meeting minutes. Commissioner Johnson and Commissioner Smith abstained; all others voted in favor.

County Updates

Ms. Stewart appeared before the Commission to give an update on various County initiatives:

Comprehensive Rezoning -

The Board of County Commissioners adopted new sections of the code, which became effective on January 10. Staff is working on changes to the Agricultural and Conservation Districts with the assistance of a work group.

2021 Fall Amendment to the 2019 Carroll County Water and Sewer Master Plan -

The Fall Amendment was adopted by the Board of County Commissioners on December 16 and was forwarded to Maryland Department of the Environment for final approval.

2022 Spring Amendment to the 2019 Carroll County Water and sewer Master Plan -

Applications for the Spring cycle will be accepted by the Department of Planning through the month of February.

Annual Report -

Department of Planning is compiling information for the 2021 Annual Report, which is due to the Maryland Department of Planning by July 1, requesting the Town submit Planning Commission approved worksheets and supporting data with certification letters by March 11.

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Business

2022 Meeting Schedule -

Chairman Enslow introduced the 2022 meeting schedule for Commission approval.

A motion was made by Commissioner Singleton and seconded by Chair Enslow to approve the 2022 Meeting Schedule as presented. All voted in favor.

Revised Zoning Map -

Mr. Rubenstein presented the revised Town of Sykesville zoning map to the Commission for review and approval.

A motion was made by Commissioner Singleton and seconded by Chair Enslow to approve the revised zoning map as presented. All voted in favor.

Petition for Zoning Text Amendment from Warfield Developers -

Chair Enslow asked staff if it had been determined if the questions discussed at the previous Planning Commission meeting regarding angled parking and a second trail connection on the approved preliminary plan for Warfield had been resolved. Staff informed the Commission that no follow up discussions had been had with the developers regarding those issues. Sean Davis, MRA, appeared before the Commission to inform them that he was unaware a follow up was necessary, but will work with Town staff to make sure all questions were answered.

Chair Enslow opened the petition for zoning text amendment item for discussion. Mr. Cosentini gave an overview of the text amendment process and reviewed the request received from the developers. In general, the notable changes requested are the movement of most conditional uses to the principal permitted category, changes to the required percentages of land uses, and an increase in the residential density allowed. Mr. Bowersox appeared before the Commission to present information related to the request including a letter distributed to the Commission members just prior to the start of the meeting.

The Commissioners noted that they would not be able to make an informed decision when new information is received at the start of the meeting. The Commission asked the developers to make sure future information is provided in a timely fashion to be included in the meeting information packets that are sent to the Commissioners several days in advance.

Staff noted discussion regarding this request can be carried over to another meeting or workshop if so desired by the Planning Commission in order to prepare the most appropriate recommendation to forward to the Town Council.

Mr. Conley, Mr. Davis, and Mr. McCleaf all appeared before the Commission to give a presentation on the proposed amendments and answer questions from the Planning Commission.

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Upon further discussion it was determined that Staff would compile the Planning Commissioner's questions and provide them to the applicant for response before the March meeting. At which time the discussion will continue until the Planning Commission is ready to make a recommendation to the Mayor and Town Council.

Town Updates

None

At the conclusion of business, Chair Enslow gracefully announced his resignation from the Planning Commission due to his recent move outside of Town limits and announced Commissioner Singleton has agreed to take over the duties of Planning Commission Chair.

Adjournment

There being no other business, Chair Enslow motioned and Commissioner Singleton seconded to adjourn the meeting at 8:18 P.M. All voted in favor.

Respectfully submitted,
Jana Antrobus, Executive Assistant